

# CALIFORNIA CASE MANAGEMENT SYSTEM CERTIFICATION (2002)

## FAMILY LAW SCRIPT

#	Case Event	Tasks	Expected Outcome		Function
1	<p>CASE INITIATION 1 06/04/01</p> <p>Petition for Legal Separation with Minor Children is filed on 06/04/01 at the South Branch of San Diego Superior Court; Summons issued.</p> <p>Assigned to Judge Tim Bell.</p> <p>Case scheduled to be heard on 08/03/01.</p> <p>Operator collects and processes fee of \$185 check (\$150) and cash (\$40). Lucy Lou Daley pays the fee.</p>	<p>Initiate a new case with minimal information. Enter the following: Case Name: Everett vs. Everett Case: Legal Separation with Minor Children</p> <p>Filing Date: 06/04/01</p> <p>Court Location: South Branch</p> <p>Assigned to: Judge Tim Bell Courtroom: Department 3</p> <p>Generate case number</p> <p>Enter scheduled date: 08/03/01</p>	<p>Display case record with minimal information entered</p> <p>Display date of filing.</p> <p>Display geographic location</p> <p>Display courtroom and judge information.</p> <p>Display generated case number.</p> <p>Display scheduled date.</p>	<p>1.2.8</p> <p>1.3.7</p> <p>1.2.2</p> <p>1.2.5</p> <p>1.2.3</p> <p>1.2.6</p>	<p>A. Allow cases to be initiated with minimal information and updated later.</p> <p>Track date of filing.</p> <p>Track geographic location information.</p> <p>A. Enable assignment of a case to a: a. Judge; b. Courtroom; c. Judge and Courtroom.</p> <p>A. Generate a case number according to an administrator-definable format.</p> <p>A. Automatically schedule the first court event or confirm requested date avoiding weekend or holiday conflicts.</p>

#	Case Event	Tasks	Expected Outcome		Function
		Calculate fees in accordance with State Controller's Guidelines, Penal Code Section 1463, and California Rules of Court, Rule 850.	Display fees.	1.4.2	Calculate in accordance with State Controller's Guidelines, Penal Code Section 1463, and California Rules of Court, Rule 850: A. Fees.
		Distribute fees in accordance with State Controller's Guidelines, Penal Code Section 1463, and California Rules of Court, Rule 850.	Display distributed fee amounts across fund accounts.	1.4.3	Distribute across fund accounts in accordance with State Controller's Guidelines, Penal Code Section 1463, and California Rules of Court, Rule 850: A. Fees.
		Enter payment methods	Display payment methods.	1.4.11	Record any payment method and multiple payment types for each transaction, including cash, check, credit/debit/ATM card, and advance deposit.
		Generate a receipt with Unique receipt ID number; Case number; Amount collected; Date; and Court location of payment information; Balance/Change due to payee; Payment type.	Display receipt with Unique receipt ID number; Case number; Amount collected; Date; and Court location of payment Balance/Change due to payee; Payment type.	1.4.13	Generate a receipt showing: A. Unique receipt ID number; B. Case number; C. Amount collected; D. Date; E. Court location of payment; F. Balance/Change due to payee; G. Payment type.
		Generate party information on whose behalf fees have been paid.	Display parties whose fees have been paid.	1.4.8	Track parties whose fees have been: A. Paid.

California CMS System Certification (2002) Family Law Script (cont.)  
Version 2

#	Case Event	Tasks	Expected Outcome		Function
2	<p>CASE INITIATION 2 06/04/01</p> <p>Petition for Legal Separation with Minor Children is filed on 06/04/01 at the South Branch of San Diego Superior Court; Summons issued.</p> <p>Case assigned to Judge Bell in Department 3.</p>	<p>Initiate a new case with minimal information. Enter the following:</p> <p>Case Name: Johnson vs. Johnson</p> <p>Case: Legal Separation with Minor Children</p> <p>Filing Date: 06/04/01</p> <p>Court Location: North Branch</p> <p>Assigned to: Judge Tim Bell Courtroom: Department 3</p> <p>Generate case number</p> <p>Enter scheduled date: 08/03/01</p>	<p>Display case record with minimal information entered</p> <p>Display date of filing.</p> <p>Display geographic location</p> <p>Display courtroom and judge information.</p> <p>Display generated case number.</p> <p>Display scheduled date.</p>	<p>1.2.8</p> <p>1.3.7</p> <p>1.2.2</p> <p>1.2.5</p> <p>1.2.3</p> <p>1.2.6</p>	<p>A. Allow cases to be initiated with minimal information and updated later.</p> <p>Track date of filing.</p> <p>Track geographic location information.</p> <p>A. Enable assignment of a case to a: a. Judge; b. Courtroom; c. Judge and courtroom.</p> <p>A. Generate a case number according to an administrator-definable format.</p> <p>A. Automatically schedule the first court event or confirm requested date avoiding weekend or holiday conflicts.</p>

California CMS System Certification (2002) Family Law Script (cont.)  
Version 2

#	Case Event	Tasks	Expected Outcome		Function
3	FEE WAIVER 06/05/01  Fee waiver application filed by Mary E. Johnson, in pro per.  Full fee waiver granted.	Enter the application information.  Enter the order information.	Display fee waiver requests for all parties.  Display the fee waiver for each filing and the associated party.  Display parties whose fees have been waived.	1.3.5  1.3.6  1.4.8	Record fee waiver requests.  Track full or partial fee waivers for each filing of each associated party  Track parties whose fees have been: A. Paid; B. Waived.
4	UPDATING CASE 2 06/06/01  Operator updates case information.	Update case information Enter the following:  Petitioner: Dr. Mary E. Johnson AKA Mary E. Powell-Johnson 1st Address: 8956 Civic Lane, San Diego, CA 94903 Phone: (619) 564-8942 FAX: (619) 894-2648 Email: mej@att.net	Display updated case information  Display first, last and middle names, and suffixes.  Display hyphenated names, aliases, pro pers.  Display all the names in the case index.	1.2.9  2.3.1	Allow cases to be updated with additional information  A. Provide discrete fields for: a. First name; b. Last name; c. Middle name; d. Suffix (i.e., Sr., Jr., III); e. Date of birth. B. Enable data entry of: a. Hyphenated names; b. Aliases (AKAs); c. Pro pers, C. Retain all names in the case index.

#	Case Event	Tasks	Expected Outcome		Function
		<p>2nd Address: 5648 G Street Mill Valley, CA 94903 Phone: (415) 894-8942 FAX: (415) 894-8917 Email: mepj@pacbell.com</p> <p>Respondent: Michael P. Johnson Address: 564 Blackstone Drive, Encinitas, CA 92903 Phone: (562) 507-1234 FAX: (562) 507-9874 Email: Mikepj@dscope.com</p> <p>Minor children: Patricia Johnson II and Joseph Johnson III</p> <p>Enter party status: Active</p>	<p>Display multiple addresses.</p> <p>Display party status.</p>	<p>2.3.3</p> <p>2.3.8</p>	<p>Enable data entry of multiple addresses for a party.</p> <p>Track party status.</p>
5	<p>ATTORNEY INFORMATION 06/07/01</p> <p>File Substitution of Attorneys for Mary Johnson substituting herself out in pro per and substituting private attorneys George Williams Esq. and William T Jones.</p> <p>Attorney John W. Smith will be representing the respondent.</p>	<p>Enter attorney information, select attorney record using State Bar number and or last name. Associate attorneys to the petitioner and case record.</p>	<p>Display attorney information.</p>	<p>2.4.1</p>	<p>Enable entry of attorney information in discrete fields for:</p> <ul style="list-style-type: none"> <li>A. First name;</li> <li>B. Last name;</li> <li>C. Middle name;</li> <li>D. Suffix;</li> <li>E. State Bar number;</li> <li>F. Unique identifier.</li> </ul> <p>Note: E and F could be the same.</p>

#	Case Event	Tasks	Expected Outcome		Function
		<p>1st Attorney: George Williams Esq State Bar Number 555999 Williams &amp; Turner 1st Address: 123 Market Street San Francisco, CA 94104 Phone: (415) 889-3445 Fax: (415) 444-5647 Email: gwilliams@jbs.net</p>	<p>Display attorney information using State Bar Association number, Unique identifier, Firm's name, Last name.</p> <p>Display attorney association to the case.</p>	2.4.2	<p>A. Allow for accessibility of the attorney record using: a. State Bar Association number; b. Unique identifier; c. Name of Firm; d. Last Name. B. Allow an operator to use the State Bar Association number, Unique identifier, Firm's name, Last name, to select and associate an existing attorney record to a case rather than reentering attorney information for each case.</p>
		<p>2nd Address: 3456 CC Drive, San Rafael, CA 94903 Phone: (415) 472-5689 FAX: (415) 472-2356 gw@aol.com</p>	<p>Display multiple addresses, telephone numbers, fax numbers, and email addresses.</p>	2.4.3	<p>Allow for the data entry of multiple<sup>1</sup>: A. Addresses; B. Telephone numbers; C. Fax numbers; D. E-mail addresses.</p>
		<p>2nd Attorney: William T Jones Bar #: 666888 Address: 35 Redwood St. Suite #1200, San Francisco, CA 94104 Phone: (415) 895-6598 FAX: (415) 895-3265 wtj@yahoo.com</p>	<p>Display multiple attorneys' information.</p>	2.3.4	<p>Enable data entry of multiple attorneys for a party.</p>

<sup>1</sup> For the purposes of evaluation, multiple means more than one.

#	Case Event	Tasks	Expected Outcome		Function
		Select attorney for respondent from attorney table: John W. Smith	Display type of attorney.	2.4.5	Track the type of attorney assigned to a case (e.g., private attorney, court-appointed counsel, public defender, etc.).
6	<p>JUDGE RECUSAL, REASSIGNMENT &amp; RESCHEDULING 06/08/01</p> <p>Apparently Judge Bell is related to Attorney William T Jones, thereby creating a conflict of interest in the case. Judge Bell recuses himself from the case.</p> <p>Reassign case to Judge Steven Barr.</p> <p>Schedule case to Judge Steven Barr in Department 02 for 08/03/01.</p> <p>Department 02 has a 6 case limit. Over schedule case in Department 02.</p>	<p>Enter recusal and reason for recusal against Judge Bell.</p> <p>Retrieve Judge Barr's information and reassign case.</p> <p>Retrieve resource information for Judge Steven Barr and Department 02, and preset limit information.</p>	<p>Display judicial officer's recusal and reason for recusal.</p> <p>Display reassignment information.</p> <p>Display scheduled judge, courtroom and preset limits.</p> <p>Display warning of over scheduling.</p> <p>Display override capability and preset limits.</p>	<p>4.1.6</p> <p>4.1.2</p> <p>4.1.1</p>	<p>A. Allow an operator to record a judicial officer's recusal and reason for recusal.</p> <p>B. Allow reassignment (different judge, same or different date) of one or more hearings from a calendar to one or more other calendars.</p> <p>A. Allow scheduling of hearings based on:</p> <ol style="list-style-type: none"> <li>Resource availability of: <ol style="list-style-type: none"> <li>Judge;</li> <li>Courtroom;</li> <li>Judge and Courtroom;</li> </ol> </li> <li>Preset limits.</li> </ol> <p>B. Warn of over scheduling.</p> <p>C. Allow an operator with the appropriate security level to manually override preset limits.</p>

#	Case Event	Tasks	Expected Outcome		Function
	Petitioner is unavailable on 08/03/01, so operator reschedules hearing for 08/06/01.	Enter rescheduled hearing date information.	Display rescheduled hearing information.	4.1.2	A. Allow rescheduling (same judge, different date) of one or more hearings from a calendar to one or more other calendars.
7	<p>ERRONEOUS CASE NUMBERS 06/08/01</p> <p>Operator entered an old case number from a case file (paper) for the Johnson v. Johnson case, which is different from the case number generated in case event The system either does not recognize the number or warns that the case number already exists. Operator does not have authority to correct the number.</p> <p>Supervisor overrides the warning so that the paper file information can be transferred, either by entering the paper case number or by creating another case record, which is not a duplicate.</p>	<p>Enter the erroneous number for the case.</p> <p>Enter/generate the correct case number, by reversing the override error.</p> <p>Generate audit trail of case number overrides.</p>	<p>Display the erroneous case number. Display the warning.</p> <p>Display corrected case number.</p> <p>Display audit trail of case number overrides.</p>	1.2.4	<p>A. Include a mechanism for correcting erroneously assigned case numbers with a warning to prevent errors and duplicate case numbers.</p> <p>B. Maintain an audit trail on case number overrides.</p>



#	Case Event	Tasks	Expected Outcome		Function
8	<p>FILE LOCATION, SCHEDULING 06/11/01</p> <p>Clerk requests the file for department 02</p> <p>Mary Johnson's attorney Williams files an Order to Show Cause (OSC) for custody, visitation, child support, property rights; Operator tries to schedule OSC hearing to Judge Bell.</p> <p>Operator realizes that Judge Bell recused himself and schedules OSC hearing for Judge Barr on 07/09/01. As Judge Barr works on holidays and weekends, petitioner's attorney requests that the hearing be scheduled on 07/04/01 or on 07/07/01. But Judge Barr is on vacation until 07/08/01. Operator has appropriate security level to override holiday/weekend conflict warning. Sets hearing date to 7/9/01.</p>	<p>Retrieve file location and possession information.</p> <p>Schedule OSC hearing to Judge Bell.</p> <p>Retrieve the automatically scheduled date of 07/09/01.</p> <p>Override scheduled date and schedule hearing for 07/04/01.</p>	<p>Display file location and possession information.</p> <p>Display warning of unavailability of judicial officer.</p> <p>Display scheduled event.</p> <p>Display override capability and date.</p> <p>Display scheduled date and warning of weekend conflict.</p>	<p>6.1.1</p> <p>4.1.5</p> <p>1.2.6</p>	<p>Track case file: A. Location; B. Possession (name of person who has it).</p> <p>B. Warn operator when an attempt is made to subsequently calendar that case for the same judicial officer.</p> <p>A. Automatically schedule the first court event or confirm requested date. B. Allow an operator with the appropriate security level to manually override scheduled dates. C. Warn of holiday and weekend conflicts.</p>

California CMS System Certification (2002) Family Law Script (cont.)  
Version 2

#	Case Event	Tasks	Expected Outcome		Function
	Petitioner's attorney requests two days blocked out for the hearing.	Enter duration information for the OSC hearing	Display calendar with duration.	4.1.4	A. Allow for the data entry of a user-defined duration for a scheduled event. B. Allow for the display of the user-defined duration on calendars.
	Operator generates notices to all parties with milestone dates.	Generate notices to parties.	Display notices.	4.1.3	Allow an operator to generate: A. A notice to appear to selected parties; B. Other user-defined notices or documents to selected parties.
			Display notice with instructions and milestone dates relevant to the case.	1.2.7	Generate a notice with instructions and milestone dates relevant to the case.
	Operator schedules mediation date and enters tickler for 07/06/01 to ensure receipt of mediation report.	Enter tickler date.	Display tickler mechanism in event 12.	2.2.3	Provide a ticker mechanism.
	Petitioner pays motion fee of \$25 and reporter's fee deposit of \$520 for 2 days.	Enter motion fee and reporter's fee deposit.	Display deposit and reporter fee information.	1.4.1	A. Track attorneys' fees (e.g., Clerk's Judgment) as well as jury, reporter, electronic recording, witness, and other required deposits.

California CMS System Certification (2002) Family Law Script (cont.)  
Version 2

#	Case Event	Tasks	Expected Outcome		Function
9	COURT EVENT 06/15/01  Mary Johnson's attorney, William T. Jones, files the original Summons and a Proof of Service reflecting that respondent was personally served on 06/15/01.	Enter date summons was served on respondent. Generate the Register of Actions.	Display the Register of Actions.	2.3.9	Generate the Register of Actions.
	Jones also files an amended petition requesting dissolution of marriage instead of legal separation.	Enter reclassification information.	Display reclassification of the case.	2.2.7	Enable the reclassification of cases (e.g., change case type).
10	REPRINTS & ADD-ONS 06/29/01  NOTE: This event has no relationship to the cases that were initiated earlier.)  Respondent James Johnson appears at the counter expecting his case to be heard in Department 15.  Operator looks at calendar and sees that case is not on calendar.  Operator checks with supervisor and determines that the case should have been scheduled on calendar and adds it on.	Retrieve calendar information for 06/29/01 (without Respondent Johnson's case on calendar)  Enter Respondent Johnson's case on calendar.	Display calendar.  Display related section of the calendar with add-on.	4.3.2	Allow operator to: A. Reprint selected portions of a calendar  B. Print add-ons without reprinting the entire calendar.

California CMS System Certification (2002) Family Law Script (cont.)  
Version 2

#	Case Event	Tasks	Expected Outcome		Function
11	<p>COURT EVENT 06/29/01</p> <p>Mary Johnson's attorney files a Request to Enter Default</p> <p>Mary Johnson's attorney files a Joinder of Employee Benefit Plan (California Public Employees Retirement System – CALPERS) and Fidelity Investments, against retirement benefits of Michael Johnson, respondent.</p>	<p>Enter default information.</p> <p>Enter CALPERS as a joined party</p>	<p>Display warning of premature request.</p> <p>Display Register of Actions.</p> <p>Display document as applied to all parties</p>	<p>1.3.8</p> <p>2.3.9</p> <p>1.3.2</p>	<p>Identify and warn the operator when a document is not filed timely.</p> <p>Generate Register of Actions.</p> <p>Associate the filing of a single document to multiple parties.</p>
12	<p>COURT EVENT 07/02/01</p> <p>Response to dissolution filed by respondent's attorney, John Smith, accompanied by an Application for TRO (Temporary Restraining Order) RE: Domestic Violence (DV) Application</p> <p>Judge signs Order Shortening Time—hearing set for 07/09/01</p> <p>Respondent pays first appearance fee of \$185, as \$100 cash, \$85 check</p> <p>No fee for DV Application.</p>	<p>Schedule DV OSC (Set date for 07/09/01)</p> <p>Enter Order Shortening Time</p> <p>Calculate fees, in accordance with State Controller's Guidelines, Penal Code Section 1463, and California Rules of Court, Rule 850.</p>	<p>Display fee information.</p>	<p>1.4.2</p>	<p>Calculate, in accordance with State Controller's Guidelines, Penal Code Section 1463, and California Rules of Court, Rule 850: A. Fees.</p>

#	Case Event	Tasks	Expected Outcome		Function
	Mary Johnson is now the petitioner in dissolution proceeding and the respondent in DV action; Michael Johnson is now the respondent in dissolution proceeding and the petitioner in DV action.	Distribute fees across fund accounts, in accordance with State Controller's Guidelines, Penal Code Section 1463, and California Rules of Court, Rule 850.	Display distribution information.	1.4.3	Distribute across fund accounts in accordance with State Controller's Guidelines, Penal Code Section 1463, and California Rules of Court, Rule 850: A. Fees.
		Enter response to dissolution Enter DV App/TRO information. Enter respondent and petitioners roles and relationships.	Display the multiple roles in the case.	2.3.5	Allow multiple roles or relationships to be defined and assigned to a case and to a party.
			Display the existing party record and roles/relationship and then display the same party record information for a different roles/relationship.	2.3.2	Allow an operator to identify and link an existing party record rather than re-entering party information for each case or complaint.
	Respondent substitutes attorney Bob Jones instead of John Smith.	Enter substitution information.	Display history of attorneys representing the respondent in the case.	2.4.4	Allow for the maintenance of a history of attorneys representing a party in a case.

California CMS System Certification (2002) Family Law Script (cont.)  
Version 2

#	Case Event	Tasks	Expected Outcome		Function
13	<p>COURT EVENT 07/06/01</p> <p>Order to Show Cause (OSC) hearing on 07/09/01</p> <p>Order to Show Cause, RE: Contempt filed by Mary Johnson's attorney alleging that respondent sold community property automobile. Petitioner requests Angela Rodriguez. The interpreter on file requires a wheelchair.</p> <p>Mediation report due.</p> <p>Check for Receipt of Mediation report</p>	<p>Generate notices to parties on calendar except CALPERS.</p> <p>Generate notice regarding filing of contempt.</p> <p>Retrieve and select appropriate interpreter for petitioner.</p> <p>Generate flags to be displayed on calendars for court staff use only and courtroom clerk screen.</p>	<p>Display notices.</p> <p>Display notices.</p> <p>Display flag and description.</p> <p>Display flag on calendars for court staff use only.</p> <p>Display on courtroom clerk screen.</p> <p>Display tickler set in event 8, reminding of mediation report being due.</p>	<p>4.1.3</p> <p>4.1.6</p> <p>2.2.3</p>	<p>Allow an operator to generate: A. A notice to appear to selected parties; B. Other user-defined notices or documents to selected parties.</p> <p>A. Allow operator to set an indicator or flag with description of special need, for a party which requires: a. An interpreter; b. Accommodation for persons with disabilities; c. Other special needs. B. Allow for the flags to be displayed on: a. Calendars for court staff only (not for the public); b. User-defined (e.g., courtroom) screens.</p> <p>Provide tickler mechanism.</p>

#	Case Event	Tasks	Expected Outcome		Function
14	<p>HEARING &amp; EXHIBITS 07/09/01</p> <p>OSC hearing held in Department 02.</p> <p>Parties present: Judge: Steven Barr Clerk: Kathy Wells Petitioner: Mary Johnson Petitioner's Attorney: George Williams Respondent: Michael Johnson Respondent's Attorney Bob Jones Reporter: Roberta Rose Interpreter: Angela Rodriguez.</p> <p>Petitioner's Exhibits 1 – 4, marked and received into evidence; exhibit 4 is withdrawn and returned; exhibits 1-3 are recorded and stored.</p>	<p>Generate minute order forms.</p> <p>Enter the record of appearances for Judicial officers, Clerks, Reporters, Attorneys, Interpreters, Parties.</p> <p>Select reporter information. Reporter: Roberta Rose, Suite 400, 230 Stanton Blvd. Turlock, CA 95303, Certified Shorthand Reporter License Number 074939</p> <p>Enter the following:  Unique Exhibit ID (generated by application or entered by court staff): Case Number: Party: Petitioner Attorney: George Williams Court Exhibit Identifier: 1 Exhibit type: Photograph Exhibit Description: 6" X 4" black and white photograph</p>	<p>Display minute order forms.</p> <p>Display record of appearances.</p> <p>Display reporters' information.</p> <p>Display exhibit status information on exhibit lists.</p>	<p>4.4.2</p> <p>5.1.1</p> <p>5.1.2</p> <p>6.2.1</p>	<p>Generate minute order forms.</p> <p>Track the appearances of: A. Judicial officers; B. Clerks; C. Reporters; D. Interpreters; E. Attorneys; F. Parties.</p> <p>Track reporters' information: A. Name; B. Business address; C. Certified Shorthand Reporter license number.</p> <p>Track on exhibit lists, exhibits that are: A. Identified with physical description; B. Marked; C. Returned; D. Received (Admitted/Entered) or Refused; E. Recorded; F. Stored.</p>

#	Case Event	Tasks	Expected Outcome		Function
	Operator enters respondents' exhibits information with alpha designation as court's exhibit identifiers. (Note: For the sake of evaluation only the plaintiffs' exhibits need to be entered)	<p>printed at A1 Express Photo Location: Department 02 Person holding the exhibit: Clerk Kathy Wells.</p> <p>ADD OTHER EXHIBITS:</p> <p>Unique Exhibit ID (generated by application or entered by court staff): Case Number: Party: Petitioner Attorney: George Williams Court Exhibit Identifier: 2 Exhibit type: Bill of Sale Exhibit Description: DMV Bill of Sale of Automobile, dated 07/04/01 Location: Department 02 Person holding the exhibit: Clerk Kathy Wells.</p> <p>Unique Exhibit ID (generated by application or entered by court staff): Case Number: Party: Petitioner Attorney: George Williams Court Exhibit Identifier: 4 Exhibit type: Receipt Exhibit Description: Receipt from Morton's Steakhouse dated 07/04/01 Location: Department 02 Person holding the exhibit: Clerk Kathy Wells.</p>	Display the exhibit information listed in 6.2.2.	6.2.2	<p>Track relative data elements for:</p> <p>A. Unique exhibit identifier; B. Case number; C. Party; D. Attorney; E. Court exhibit identifier (alpha-numeric); F. Exhibit type; G. Exhibit description, and H. Location; I. Name of person holding exhibit (e.g., Possession).</p>



#	Case Event	Tasks	Expected Outcome		Function
	<p>Reporter Roberta Rose has a mild heart attack and is taken to the emergency department. The hearing is recorded on digital audiotape.</p> <p>At the hearing, judge re-issues temporary restraining orders but continues custody, visitation and support issues to 08/07/01.</p> <p>At the request of petitioner, the court orders Mary and Michael Johnson's joint financial statement from Pimco Investments, dated 03/05/01, confidential for a period of one year.</p> <p>Court also orders Patricia Johnson's psychological report, dated 04/01/01, sealed until further notice.</p>	<p>Unique Exhibit ID (generated by application or entered by court staff): Case Number: Party: Petitioner Attorney: George Williams Court Exhibit Identifier: 3 Exhibit type: VHS Videotape Exhibit Description: Titled, 'Melissa E's concert' Location: Department 02 Person holding the exhibit: Clerk Kathy Wells.</p> <p>Enter tape information.</p> <p>Generate notices regarding continued hearing. Select notices by description of function.</p>	<p>Display audio recording information in compliance with Rule of Court 980.5</p> <p>Display notices.</p>	<p>5.1.7</p> <p>4.4.1</p>	<p>Enable compliance with Rule of Court 980.5 for audio recording of courtroom procedures.</p> <p>A. Generate user-defined notices to appropriate parties and counsel upon: a. Scheduling or rescheduling of a hearing; b. When triggered by related case events. B. Allow user to select case notices by description for the function being executed.</p>

#	Case Event	Tasks	Expected Outcome		Function
	Petitioner Mary Powell-Johnson, using her credit card, pays \$130 of the reporter fee for the 08/07/01 hearing. Operator Mark Anderson receives payment. (Note: This activity needs to be set up here for compliance with a function in a later case event.)	Enter reporter fee deposit information.	Display trust deposit balances at front counter and courtroom.	1.4.1	B. Enable an operator to verify trust deposit balances at the front counter or in the courtroom.
15	CONFIDENTIAL AND SEALED RECORDS 07/11/01  Attorney Sam Crump, who is representing Alexander Petrovich, Michael Johnson's ex- business partner, in a civil matter, requests a copy of Mary and Michael Johnson's joint financial statement from Pimco Investments, dated 03/05/01, and Patricia Johnson's, psychological report, dated 04/01/01.	Retrieve confidential and sealed status of records.	Display the confidential and sealed status of records.	2.5.4	A. Restrict access to confidential records. B. Restrict access to sealed records.

#	Case Event	Tasks	Expected Outcome		Function
16	WARRANTS, BAIL BONDS 07/15/01				
	Respondent Mike Johnson does not return with the children after the weekend. Petitioner reports the children missing to the police. Petitioner's attorney George Williams requests the court to issue a warrant for respondent Johnson's arrest.	Enter warrant information.  Name: Michael P. Johnson Warrant No.: SD 476926  Issuing authority: San Diego Superior Court  Bail amount: \$50,000  Date of issue: 07/15/01  Time of issue: 12:45 p.m.  Defendant's address: 564 Blackstone Drive, Encinitas, CA 92903 Phone: (562) 507-1234 DOB: 03/11/1964 Sex: M Hair: Blond Eyes: Green Ht.: 5'-5" Wt.: 190 lbs. Race: Caucasian ID No.: Cal. DL # B 4578509  Special Conditions: Post and forfeitable, Night service, Do not release on own recognizance	Display warrant information	5.1.8	Enable data entry of warrant information as required in Penal Code 815, including the following: A. Name of Defendant; B. Warrant Number; C. Issuing authority; D. Bail amount; E. Date of issue; F. Defendant's address G. Date of birth; H. Sex; I. Hair; J. Eyes; K. Height; L. Weight; M. Race; N. ID numbers (e.g., driver's license number; Social Security Number; FBI Number).
			Display warrant history information	5.1.9	A. Enable data entry of warrants history/status information: a. Issued. B. Flag special conditions a. Post and forfeitable; b. Night service; c. Do not release on own recognizance
			Display flags.		

California CMS System Certification (2002) Family Law Script (cont.)  
Version 2

#	Case Event	Tasks	Expected Outcome		Function
	Bail set for \$50,000.	Demonstrate the use of bail schedules and associate them to violation/charge tables.  Calculate bail amounts, in accordance with State Controller's Guidelines, Penal Code Section 1463, and California Rules of Court, Rule 850.	Display bail schedule and its association to violation/charge tables.  Display calculation of bail amount.	1.4.8  1.4.2  1.4.5	Enable the use of bail schedules and associate them to violation/charge tables.  Calculate, in accordance with State Controller's Guidelines, Penal Code Section 1463, and California Rules of Court, Rule 850: C. Bail amounts.  Track: C. Bail amounts.
17	<p>WARRANTS, BAIL BONDS 07/16/01</p> <p>Respondent's attorney Bob Jones appears at the court and asks that the warrant be released because the respondent Johnson contacted him and has a valid reason for not bringing back the kids.</p> <p>Apparently, he took the kids backpacking at Anza Borrego (a wilderness desert area northeast of San Diego) and was lost. Another hiker found them early in the morning and was able to bring them back.</p>	<p>Enter warrant history/status information.</p> <p>Bail amount: \$50,000 Bond amount: \$40,000</p>	Display warrant history/status information.	6.1.9	A. Enable data entry of warrants history/status information: d. Released.

California CMS System Certification (2002) Family Law Script (cont.)  
Version 2

#	Case Event	Tasks	Expected Outcome		Function
	<p>Petitioner and her attorney Williams do not believe the story and request the court to ask the respondent to post bail since the kids will also be spending time with him until the case is adjudicated.</p> <p>The court releases the warrant and asks the respondent to post bail. The respondent posts cash bail of \$10,000 and bond of \$40,000.</p>	<p>Name of Agent: Brad Wagoner</p> <p>Address of Agent: 465 Broadway, Suite No. 200, San Diego, CA 90376</p> <p>Surety Company: American West Insurance Company Address of Surety Company: 1234 West Broadway, Suite No. 2, Oakland, CA 94794</p>	<p>Display cash bail and bonds information.</p> <p>Display bail bond agent and surety company information.</p>	<p>1.3.3</p> <p>1.3.4</p>	<p>Track: A. Receipt of cash bail and bonds.</p> <p>Track: A. Bail amount; B. Bond amount; C. Name of Agent; D Address of Agent; E. Name of Surety company; F. Address of Surety company.</p>
18	<p>COURT EVENTS 07/30/01</p> <p>Respondent Johnson fails to bring the children back after the weekend.</p> <p>Court orders bail bond of \$50,000 forfeited.</p>	<p>Locate and select bail bond information for respondent.</p> <p>Enter forfeited bail amount.</p> <p>Distribute bail amounts across fund accounts in accordance with State Controller's Guidelines, Penal Code Section 1463, and California Rules of Court, Rule 850.</p>	<p>Display bail amount information.</p> <p>Display forfeited bail amount.</p> <p>Display distribution information.</p>	<p>1.4.5</p> <p>7.2.3</p> <p>1.4.3</p>	<p>Track: C. Bail amounts.</p> <p>Allow an operator, at any point in the accounting period, to: C. Forfeit bail amount</p> <p>Distribute across fund accounts in accordance with State Controller's Guidelines, Penal Code Section 1463, and California Rules of Court, Rule 850: C. Bail amounts.</p>

#	Case Event	Tasks	Expected Outcome		Function
	Bench warrant with \$75,000 bail issued	Generate a notice by description for Notice of Forfeiture issued to Bond Company and Agent.	Display Notice of Forfeiture issued to Bond Company and Agent.	4.4.1	B. Allow user to select case notices by description for the function being executed.
		Timing Criteria: For Notice of forfeiture – immediately.	Display establishment of criteria for timing and selection of notices.	4.4.3	Accommodate criteria for the timing and selection of specific notices and processes.
		Enter reinstated bail information.	Display bail amount information.	7.2.3	Allow an operator, at any point in the accounting period, to E. Reinstated bail amounts
		Retrieve temporary restraining orders, warrants and holds information.	Display temporary restraining orders, warrants and holds information.	2.5.1	Track: C. Temporary restraining orders; D. Warrants; E. Holds.
19	<p>DECENTRALIZED CASHIERING 07/31/01</p> <p>Lucy Lou Daley, petitioner's mother, pays reporter fee deposit of \$260 (for the custody hearing on 08/07/01) with a \$ 130 check and \$ 130 in cash at Terminal 21 at South branch. Operator Susie Roberts receives payment.</p>	Accept payment methods and enter information.	Display payment method information.	1.4.11	Record any payment method and multiple payment types for each transaction, including cash, check, credit/debit/ATM card, and advance deposit.

#	Case Event	Tasks	Expected Outcome		Function
	Later, Lucy Lou Daley also requests copy of petitioner's file and pays \$40 cash for copy fee of \$25 for 25 pages. Operator Susie Roberts receives payment at Terminal 15 at South branch.	Enable acceptance of payment by one operator (Susie Roberts) at different terminals.	Display acceptance of payment by one operator at different terminals.	1.1.1	Allow for the support of a single operator using multiple cash drawers.
	Override fee distribution from 100% to the State Trial Court Trust Fund (Acct. No. 51-2049) and distribute 50% for Court Misc. Revenue (Acct. No. 81-7614) for equipment lease and the remainder to the State Trial Court Trust Fund (Acct. No. 51-2049). Lucy Lou Daley meets Petitioner at counter, Terminal 21, at the North Branch and she tells Petitioner that the reporter fee has been paid. Petitioner insists on paying half it. Operator Mark Anderson at Terminal 21 at the North branch tries to void Lucy Lou Daley's transaction but does not have the security level clearance. Operator Susie Roberts voids the transaction and returns \$130 cash to Daley.	Override the fee distribution for court administration.	Display override capabilities and distribution information.	1.4.4	Allow for fee distributions to be overridden by an operator with the appropriate security level.
		Enable acceptance of payment at one terminal by multiple operators (Susie Roberts and Mark Anderson).	Display acceptance of payment at one terminal by multiple operators	1.1.2	Allow for the support of multiple operators using a single cash drawer.
		Attempt voiding Lucy Lou Daley's cash payment received earlier. Demonstrate ability to void transaction with appropriate security level.	Display inability to void transaction and voided transaction.	7.2.6	Allow an operator with the appropriate security level to void transactions.

#	Case Event	Tasks	Expected Outcome		Function
	Lucy Lou Daley requests copies of few more pages of Petitioner's file. She pays \$40 cash for copy fee of \$25 for 25 pages at Terminal 21 at North branch. Operator Mark Anderson receives payment and enters \$35 in error.	Accept payment in error. Attempt correction of transaction by operator without appropriate security level. Correct transaction by operator with appropriate security level	Display payment error. Display transaction correction attempt. Display correct transaction.	7.2.5	Allow an operator with the appropriate security level to correct financial transactions without deleting them.
	Operator provides receipts to Lucy Lou Daley.	Generate receipts for Daley.	Display audit trail of transactions.	7.2.6	Maintain a financial transaction audit trail.
			Display receipts with all the field information listed in 1.4.12.	1.4.12	Generate a receipt showing Unique receipt ID number Case number, if applicable Court location (of payment) Date Amount collected Balance/change due to payee Payment type
				1.4.5	Track: A. Fees.
20	RETURNED CHECK AND NSF FEES 08/13/01  Lucy Lou Daley's \$100 check was returned due to insufficient funds.	Enter and track Lucy Lou Daley's name for bad checks / dishonored payments.  Reverse transaction, add NSF fees of \$25, and generate notice to payee.	Display payee status.  Display reversed payment, addition of NSF fees, and notice to payee.	7.2.2	A. Track payees of bad checks / dishonored payments.  B. Enable operator to: a. Reverse transactions; b. Add NSF fees; d. Generate notices to payee.



California CMS System Certification (2002) Family Law Script (cont.)  
Version 2

#	Case Event	Tasks	Expected Outcome		Function
21	<p>TRANSACTION DATE 08/14/01</p> <p>Operator enters past effective date (back date) as 13/08/01.</p> <p>Operator does not have appropriate security level to enter past or future effective dates. Supervisor has the appropriate security level and is able to enter the valid date as 08/13/01</p>	<p>Enter the "bad check" case event/task information backdated to 13/08/01.</p> <p>Enter the valid past effective date.</p> <p>Retrieve audit trail information with case number, document name, document filing date, and operator's transaction entry date.</p>	<p>Display transaction date.</p> <p>Display current entry date, past effective date.</p> <p>Display the audit trail.</p>	2.1.2	<p>A. Validate transaction date.</p> <p>B. Allow an operator with the appropriate security level to enter transactions with current entry date, past effective date, or future effective date.</p> <p>C. Maintain an audit trail of operator transaction date entries.</p>
22	<p>BAD CHECK &amp; NSF FEES 08/14/01</p> <p>Lucy Lou Daley appears at the counter. Operator reapplies payment of \$100 and adds \$25 NSF fees. Daley writes a check for \$125 as payment for Defendant June-Smith.</p> <p>Daley pays \$125 using her credit card.</p>	<p>Enter reapplied payment information.</p> <p>Enter and track Lucy Lou Daley's name for payee status regarding bad checks.</p>	<p>Display reapplied payment.</p> <p>Display payee/bad check status.</p>	<p>7.2.2</p> <p>1.4.11</p>	<p>B. Enable operator to c. Reapply payments</p> <p>Alert the operator of payees with 'bad check / dishonored payment' status.</p>

#	Case Event	Tasks	Expected Outcome		Function
23	<p>FINE &amp; FEE SCHEDULES 12/21/01</p> <p>Operator enters fee schedule (change motion fee from \$25 to \$35) for next calendar year, 2002.</p>	Enter fee schedule information in advance of effective dates.	Display fee schedules in advance of effective dates.	7.1.5	A. Allow operator to enter fine and fee schedules in advance of the effective date .
24	<p>01/02/02</p> <p>Operator enters transactions from 2001.</p>	Retrieve expired fee schedules.	Display expired fee schedules.	7.1.5	B. Retain expired fee schedules.

MISCELLANEOUS CASE EVENTS				
Case Event	Task(s)	Expected Outcome		Function
PARTY AND ATTORNEY RECORDS MANAGEMENT	Retrieve due and overdue events.	Display the due and overdue events.	2.2.2	A. Identify and display a list of cases with due and overdue events; and B. Provide access to the respective case records.
	Retrieve the respective case records.	Display the respective case records.		
	Demonstrate the supervisory override abilities.	Display override abilities: Re-activating cases, deleting cases, resetting or clearing actions in cases, and removing dispositions.	2.2.6	Allow an operator with the appropriate security level to: A. Reactivate closed cases; B. Delete cases; C. Reset or clear actions in a case; D. Reverse errors; E. Remove dispositions.
	Search records using fields listed in 2.5.2	Display search capabilities using field listed in 2.5.2. Display search results.	2.5.2	Allow search of records by: A. Case number; B. Party; C. AKA; D. DBA; E. Attorney of record; F. Names beginning with....
	Generate information for consolidated cases, including consolidation status.	Display consolidated cases and their status of consolidation.	2.2.4	A. Consolidate cases. B. Indicate consolidation status on the case record of each case involved.

Case Event	Task(s)	Expected Outcome		Function
	Generate information for coordinated cases, including coordination status.	Display coordinated cases and their status of coordination.	2.2.5	A. Coordinate cases. B. Indicate coordination status on the case record of each case involved.
	Generate information for bifurcated cases.	Display bifurcated cases.	2.2.8	Bifurcate cases.
	Retrieve multiple records for the same individual and merge them.	Display merged records.	2.3.6	Provide the ability to merge records when multiple records are discovered for the same individual.
	Retrieve records for the same individual and split them.	Display split records.	2.3.7	Provide the ability to split records when multiple records are discovered for the same individual.
	Retrieve suspended and restored status information of cases.	Display suspended and restored status of cases.	2.2.9	A. Track cases that are: a. Suspended; b. Restored.
	Attempt activity on a suspended case.	Display warning when activity on a suspended case is attempted.		B. Generate a warning when activity on a suspended case is attempted.

Case Event	Task(s)	Expected Outcome		Function
EXHIBIT MANAGEMENT	Demonstrate how the application tracks an exhibit's data elements listed in 7.2.2 (I through O.)	Display the exhibit's data elements listed in 7.2.2 (I through O.)	6.2.2	Track an exhibit's data elements for: J. Date(s) of appeal; K. Date(s) of entry of judgment, L. Date(s) of final disposition; M. Date(s) of remittitur, N. Date(s) of release, O. Date(s) of destruction; and P. Date(s) of Notice of Destruction.
	Retrieve exhibit lists and sort by party, exhibit identifier and exhibit type.	Display exhibit lists sorted by party, exhibit identifier and exhibit type.	6.2.3	A. Enable exhibit lists, to be sorted by: a. Party; b. Exhibit identifier; c. Exhibit type. B. Allow an operator with the appropriate security level to modify exhibit lists.
	Demonstrate security levels for allowing or preventing modification of exhibit lists.	Display security levels for allowing or preventing modification of exhibit lists.		
	Demonstrate the exhibit management facility's capability to Add, Change, Relocate, Return, Destroy exhibits.	Display the exhibit management facility's capability to Add, Change, Relocate, Return, Destroy exhibits.	6.2.4	Include an exhibit management facility to: A. Add; B. Change; C. Relocate; D. Return; E. Destroy exhibits
	Demonstrate the ability to establish criteria for exhibit retention periods.	Display the ability to establish criteria for exhibit retention periods.	6.2.5	Enable the establishment of criteria for exhibit retention periods.

Case Event	Task(s)	Expected Outcome		Function
	Generate the Notice and Order for Destruction forms and Receipts for return of exhibits.	Display the Notice and Order for Destruction forms and Receipts for return of exhibits.	6.2.6	Generate: A. Notice of Destruction; B. Order for Destruction; C. Receipts for return of exhibits.
	Generate Exhibit Inventory report, Chain of Custody report, and Chain of Evidence report.	Display Exhibit Inventory report, Chain of Custody report, and Chain of Evidence report.	6.2.7	Generate exhibit: A. Inventory report; B. Chain of Custody (location and possession) report; C. Chain of Evidence (status) report.
RESOURCE AND CALENDAR MANAGEMENT	Retrieve calendar information with the scheduled and available time slots.	Display calendar information with the scheduled and available time slots.	4.2.1	Display calendar information, including scheduled and available time slots for each day.
	Generate daily, weekly and monthly schedules based on departments.	Display daily, weekly and monthly schedules based on departments.	4.2.2	A. Allow an operator to view schedules by departments in the following formats: a. Daily; b. Weekly; c. Monthly. B. Allow an operator to view schedules by judicial officers in the following formats: a. Daily; b. Weekly; c. Monthly.
	Generate daily, weekly and monthly schedules based on judicial officers.	Display daily, weekly and monthly schedules based on judicial officers.		
	Modify time slots and schedules for departments, judicial officers.	Display time slots and schedules for departments, judicial officers.	4.2.3	Allow operator to modify: A. Department schedules; B. Judicial officer schedules; C. Time slots.

Case Event	Task(s)	Expected Outcome		Function
	Demonstrate the ability to define calendar contents and formats.	Display calendar contents and formats.	4.3.1	A. Allow operators to define: a. Calendar contents; b. Formats.
	Demonstrate the ability to support multiple calendar formats and templates.	Display multiple calendar formats and templates.		B. Support multiple calendar: a. Format; b. Templates.
ACCOUNTING	Establish multiple trust fund accounts.	Display multiple accounts for fees.	7.1.1	A. Allow for the establishment of multiple trust fund accounts.
	Retrieve trust fund money information, prior to distribution.	Display trust fund moneys prior to distribution.		B. Track trust fund moneys until they are distributed.
	Establish multiple accounts for fees.	Display multiple accounts for fees.	7.1.2	Allow for the creation of multiple accounts for: A. Fees.
	Incorporate in the application's algorithms, absolute values, relative values, fixed dollars, percentages, prorations, and any combination of the above.	Display for fees and fines, the application's algorithms use of absolute values, relative values, fixed dollars, percentages, prorations, and any combination of the above,.	7.1.3	For fees and fines the application's algorithms must incorporate: A. Absolute values, B. Relative values, C. Fixed dollars; D. Percentages, E. Pro-rations; F. Any combination of the above.
	Demonstrate that distribution formulas are based on factors like a combination of location and agency; enhancement factors, and special assessments that may affect bail calculation.	Display distribution formulas.	7.1.4	Allow for distribution formulas to be predicated upon factors like: A. Combination of location and agency; B. Enhancement factors; C. Special assessments that may affect bail calculation.

Case Event	Task(s)	Expected Outcome		Function
	Generate balancing and reconciliation reports.	Display balancing and reconciliation reports.	7.2.1	A. Generate balancing and reconciliation reports on demand.
	Retrieve data for user-defined deposits.	Display data for user-defined deposits.		B. Retrieve data for user-defined deposits.
	Retrieve information and generate financial activity reports.	Display financial activity reports.	7.2.5	Allow an operator with the appropriate security level to correct financial transactions without deleting them.
	Retrieve information listed in 9.3.2 (A – O) and generate report.	Display report with the information required in 9.3.2 (A – O.)	7.2.6	Allow an operator with the appropriate security level to void transactions without deleting them.
	Generate financial transaction audit trail.	Display financial transaction audit trail.	7.2.7	Maintain a financial transaction audit trail <sup>2</sup> .
	Display financial activity report for the case Jim Wood v. Jill Robinson et al, with the information for all data fields listed in 9.3.2 (A-O, except N.)	Display financial activity report with the information for all data fields listed in 9.3.2 (A-O, except N.)	7.3.1	Generate financial activity reports on demand for any case.

<sup>6</sup> A series of documents that traces the movement and location of funds through an accounting system (e.g., receipt, cash collection record, deposit)



Case Event	Task(s)	Expected Outcome		Function
			7.3.2	Generate a report on demand that displays: A. Case number; B. Party last name; C. Party first name; D. Name of operator; E. Date; F. Time; G. Receipt number; H. Payment type; I. Terminal/till number/device ID; J. Court location of payment; K. Operator totals; L. Cash drawer totals; M. Operator voids; N. Fine code for each payment; O. Fee code for each payment.
	Retrieve information and generate fiscal and trust fund reports for 03/01/01 to 02/28/02.	Display fiscal and trust fund reports.	7.3.3	Generate reports for user-defined time frames for all fiscal and trust fund accounts indicating: A. Report date range; B. Amount numbers; C. Debits; D. Credits; E. Beginning balances; F. Ending Balance; G. Grand totals.

Case Event	Task(s)	Expected Outcome		Function
	Retrieve account receivable information.	Display account receivable information.	7.3.4	A. Track b. Accounts receivables;
	Retrieve account receivable information.	Display report with account receivable information.		B. Generate accounts receivable reports;
	Retrieve write-off payment information.	Display write-off payment reports.		C. Generate write-off payment reports.
	Retrieve information and generate reports of trust deposits by court case number and party name; Jury fee advance accounts by law firm name; and Reporters' fees.	Display reports of trust deposits by court case number and party name; Jury fee advance accounts by law firm name; and Reporters' fees.	7.3.5	Track and generate report of: A. Trust deposits, such as jury deposits, by court case number and party name; B. Jury fee advance accounts by law firm name; and C. Reporters' fees.
	Retrieve unclaimed money information.	Display unclaimed money information.	7.3.7	A. Track unclaimed moneys;
	Generate notices regarding unclaimed moneys.	Display notices regarding unclaimed moneys.		B. Generate notices regarding unclaimed moneys;
	Retrieve information regarding unclaimed moneys transferred to the general fund.	Display information regarding unclaimed moneys transferred to the general fund.		C. Return or transfer the unclaimed moneys to the general fund.
REPORTING	Generate reports for Interpreter services used; Language translated; and Cases in which interpreters have served.	Display reports for Interpreter services used; Language translated; and Cases in which interpreters have served.	5.1.3	Produce a report of A. Interpreter services used; B. Language translated; C. Cases in which interpreters have served.

Case Event	Task(s)	Expected Outcome		Function
CASE FILES STORAGE MANAGEMENT	Retrieve status of cases marked as confidential.	Display cases marked as confidential.	6.1.2	A. Flag cases marked confidential.
	Retrieve status of cases marked as sealed.	Display cases marked as sealed.		B. Flag cases marked sealed.
	Identify case files or filings for archiving, destruction and purging over the period between 01/01/02 and 12/31/02.	Display reports of case files or filings for archiving, destruction and purging.	6.1.3	Note: Party name or caption derived from party name(s) for such case records should not be displayed to the public.  Track and produce reports of case files or filings based on administrator-definable retention periods for A. Archival; B. Destruction; C. Purging.
	Generate Notice of Intent to Destroy Superior Court Records	Display Notice of Intent to Destroy Superior Court records	6.1.4	A. Produce a Notice of Intent to Destroy Superior Court Records in accordance with California Rules of Court.
	Create and update the Index for Destruction of Cases.	Display the Index for Destruction of Cases.		B. Create and update the Index for Destruction of Cases.